

Message

From: Kopec, Leo [/O=COMMONWEALTH OF MASSACHUSETTS/OU=MASSMAIL-01/CN=RECIPIENTS/CN=LEO.KOPEC]
Sent: 10/18/2006 5:38:41 PM
To: Cheney, Sally (DPH) [/O=COMMONWEALTH OF MASSACHUSETTS/OU=MASSMAIL-01/CN=RECIPIENTS/CN=SALLY.CHENEY]; Nassif, Julianne (DPH) [/O=COMMONWEALTH OF MASSACHUSETTS/OU=MASSMAIL-01/CN=RECIPIENTS/CN=JULIANNE.NASSIF]; Smole, Sandra (DPH) [/O=COMMONWEALTH OF MASSACHUSETTS/OU=MASSMAIL-01/CN=RECIPIENTS/CN=SANDRA.SMOLE]; Han, Linda (DPH) [/O=COMMONWEALTH OF MASSACHUSETTS/OU=MASSMAIL-01/CN=RECIPIENTS/CN=LINDA.HAN]; Nawn, Kathleen (DPH) [/O=COMMONWEALTH OF MASSACHUSETTS/OU=MASSMAIL-01/CN=RECIPIENTS/CN=KATHLEEN.NAWN]; Caloggero, Dina (DPH) [/O=COMMONWEALTH OF MASSACHUSETTS/OU=MASSMAIL-01/CN=RECIPIENTS/CN=DINA.CALOGGERO]
Subject: RE: FY07 BT Laboratory Supplies Allocation
Attachments: 4516-1021 Spending Plan and Expenditure Report FY07 10-11-06.xls

Attached is the funding loaded by Bob Dean at the end of last week. There is no break out for payroll activities at this time. All distributions to date are consistent with the approved CDC budget. If allocation managers change please notify me. Any funding changes would need to be approved by Sally prior to the move.

From: Cheney, Sally (DPH)
Sent: Wednesday, October 18, 2006 11:29 AM
To: Kopec, Leo
Cc: Caloggero, Dina (DPH)
Subject: RE: FY07 BT Laboratory Supplies Allocation

Hi, Leo

Since we now have a regular forum for regular meetings of the Lab Division Directors, I would like us to develop new streamlined systems for communicating and decision-making around fiscal and administrative issues. I am sure that there will be a period of trial and error as we identify the best solutions. For now, would you please send a complete itemized list of the FY07 BT lab allocations across subsidiaries to all of the Division Directors. They will then assign primary responsibility and provide you with that additional information for all of those items. That way, everyone who needs to will have the comprehensive information; this should make life easier for all, as there will be more opportunity for back-up and assistance to one another.

Please send the list to: Dina, Linda Han, Kathy Nawn, Julie Nassif, Sandy Smole and me. Thanks, Leo. We also welcome your ideas about other areas where we can begin shifting to this model. Thanks.

Sally

Sally Cheney
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From: Caloggero, Dina (DPH)
Sent: Tuesday, October 17, 2006 9:49 AM

To: Kopec, Leo
Cc: Tisei, Nancy (DPH); Cheney, Sally (DPH)
Subject: RE: FY07 BT Laboratory Supplies Allocation

Hi Leo,

Can you please send the Lab Directors the entire list and then we can parse it out?

Thanks...Dina

From: Kopec, Leo
Sent: Monday, October 16, 2006 2:17 PM
To: Caloggero, Dina (DPH)
Cc: Tisei, Nancy (DPH)
Subject: FY07 BT Laboratory Supplies Allocation

Dina, the following is your fiscal 2007 BT laboratory Supply Allocation.

Laboratory Area	Contact	Description	Budget Detail	CDC Budget Request	Rerserve for Contigencies	Final Budget Request
	N. Tisei	Artel pipettes	8,500.00	-	-	-
QA/QC		Parts for autoclaves, microscopes, centrifuges	3,400.00			
				11,900.00		11,900.00